

## APRIL 6, 2020 SPECIAL MEETING MINUTES

The Milan Township Board of Trustees met in an open public meeting at 9 am on April 6, 2020 with trustees Gerald Nickoli, Mike Shover and Dan Frederick present. Also in attendance was Fiscal Officer Zachary Rospert & Pat Landoll.

The first stated topic of this special meeting was to discuss the employment and compensation of public employees.

Mr. Frederick moved and Mr. Shover seconded the motion that the Board enter into executive session to discuss Personnel Matters involving the employment and compensation of a public employees (ORC Open Meeting exception 121.22(G)(1)). Upon roll call, the vote was as follows: Mr. Frederick-aye; Mr. Shover-aye; Mr. Nickoli-aye.

Upon return to the open session, Mr. Frederick indicated that he reviewed the Ohio Attorney General's "Compatibility Chart" which suggested the Zoning Inspector could ethically be hired by the township to complete additional contractual work for the township.

Mr. Shover moved to hire Pat Landoll as Zoning Inspector, at a rate of \$600/month, with the first payment to be made in April 2020. Mr. Frederick seconded the motion, which passed unanimously.

The trustees also discussed a request from Road Supervisor Dave Fox. Dave had asked the trustees if he could cash-in 40 hours of vacation time to be paid at his current rate. The trustees noted they do not want to get in the habit of doing this, but considering the circumstances, Mr. Shover moved and Mr. Frederick seconded a one-time 40-hour payout of vacation time on the April 13 pay period. The motion passed unanimously.

The second stated topic of this special meeting was to adopt temporary human resource policies recommended by the Ohio Township Association relative to COVID-19.

1. A Temporary Emergency Leave Policy under the Families First Coronavirus Response Act (FFCRA) was discussed. Mr. Frederick moved to adopt the policy to include appropriate Milan Township positions, and to be in effect between April 1, 2020 and December 31, 2020. Mr. Nickoli seconded the motion, which passed unanimously.
2. Mr. Frederick moved to adopt the Temporary FFCRA Request for Leave Form. Mr. Nickoli seconded the motion, which passed unanimously.
3. Mr. Shover moved to adopt the Teleworking Policy. Mr. Frederick seconded the motion, which passed unanimously.

Said policies will temporarily amend the Milan Township Personnel Policy Manual by being added as Article 16 of the previously adopted Resolution #2018-20 on August 20, 2018. Section 16 will expire at 11:59 PM on December 31, 2020.

With no further business before the Board of Trustees, this Special Meeting was adjourned at 9:52 am